



**Marlowe Manor Property Owner's Association
Board Meeting Minutes
Thursday, September 7, 2017, 7:30pm – 9:00am**

Attendees: Stephanie Tackett, Steve Gimbert, Keith Jones, Greg Jones, & Chris Gimbert

Not in Attendance:

Next meeting: Thursday, October 12, 2017: 6:30pm – 7:30pm

Meeting Notes:

No minutes from August Meeting

Treasurer Report

- Balances
 - POA - \$21,851.56
 - Does not include gazebo or bridge work
 - Pool - \$9,006.30
 - One payroll left
 - Some expenses and deposits
 - PRAF - \$10,423.47
 - 2 closures due this month
 - Some \$20 contributions from POA are still due to be transferred
- Planning to send out late notices this month

Pool Report

- Swim Team
 - Barely broke even
 - Did not receive money for T-shirts that were sold
 - Need to work on the board vs. swim team tension
 - Greg spoke with Chad
 - tried to help clear the air some and has offered to help
 - Chad expressed desire to speak with Steve and apologize for tone and has committed to work with Wendy
 - Greg will get with them at a future date to work through last bit of things
 - Need to onboard Swim Team volunteers as a POA committee
 - Need to make sure things are picked up and standards are met and they work with the guards
 - Need to meet prior to season and during season
 - Involved in budget process in December and attend meetings May - Sept
- Great year all-in-all, only 2 scrape incidents and drowning incident
- Meeting with Greg Lucas to negotiate issue with redoing tiles due to work unsatisfactory work and may solicit Steve's help Friday afternoon or Saturday morning
- Have two skimmer reservoirs that have cracks, may want to look into Cyclone System as alternative filter system
- Looks like we may be able to get through another year without having to replace the sand in the filters



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Park Report

- Bridge and gazebo work has been completed
- Waiting on invoice (should be between \$3100 + disposal of shingles)
- Will work on fixing of equipment during the winter time to hopefully get a better price
- Still working on Keep Little Rock Beautiful to bring out recycle bins
- Proposal to get bids for the fence area that faces to park

Neighborhood Watch Committee – Scott Copeland & Chris Gimbert

- Scott will send electronic copy of e-mail to be sent to neighborhood distribution list for soliciting volunteers
- Working with Victoria the neighborhood watch coordinator for LRPD
- Have established a guidelines document
- 1am – 3am and 3am – 5am shifts
- 28 people have signed up so far
- 3 phases
 - Phase 1 – Nighttime watch
 - Phase 2 – Daytime watch with walkers, etc.
 - Phase 3 – Education campaign
- October 6th National Neighborhood Watch Recognition Night
 - LRPD meet and greet
 - Arvest (or another bank) to help provide hot dogs and refreshment
 - Might be able to tie in Fire Prevention Month and have truck out there
- Want to enforce park being closed at night
 - Need to post signs in order to the have LRPD enforce
 - Motion to budget \$250 for signs – Steve
 - Seconded – Greg
 - Passed unanimously
- Will work with street crew for new Neighborhood Watch signs so they will maintain
- Want to purchase 2 yellow lights
 - Motion to allocate \$50 – Steve
 - Seconded – Stephanie
 - Passed unanimously
- Will want Neighborhood Watch vests for daytime patrol
 - for Phase 2 in October
 - Greg and Chris will work together on executing
- Future communication will be coordinated through Chris to board and secretary

Old Business

- Halloween on Coleen
 - need budget from Amanda Page
 - Keith with follow-up with her and advise board



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New business

- New time and day for POA Board Meetings
 - Motion to move time of monthly meetings to 6:30pm, first Thursday of each month – Keith
 - Seconded – Steve
 - Passed unanimously
- Send a card and some food for Mark and Diane Hathaway from POA

Motion to adjourn

Action Items:	Person Responsible
Send out e-mail appeal for more volunteers	Keith
Send information out for October 6 th events	Chris to Keith
Follow-up with Amanda Page about Halloween on Coleen budget proposal	Keith
Get bids on fence replacement	Greg

Board of Directors:

- President: Stephanie Tackett
- Vice President of Pool: Greg Jones
- Vice President of Park: David Coyle
- Treasurer: Steve Gimbert
- Secretary: Keith Jones
- Neighborhood Watch Captain: Scott Copeland